

North Brookfield Downtown Development Committee (DDC) Meeting Minutes

July 20, 2020

In Attendance:

Marilynn Borst, Suzanne Lewandowski, Sheila Orsi, Glenna Stocks

Guests: Tashena Boucher

Meeting Opened:

6:36 pm

Approval of Minutes:

No minutes approved.

Old Business:

Strategic Plan Review and the 5 Main Goals -

- **WALKABLE DOWNTOWN:** (Point Person – Sue and Ethan) Oversee and report on activity (emails and meetings) between Jason and Ashley and CMRPC so DDC is in the loop on prioritization of projects. (includes Pocket Park, Community Preservation Act)
- **CONNECTED TRAIL SYSTEM:** (Point Person – Sheila, Ethan, and Glenna) Work on the map for the trail system and print out brochures. Signage at the pocket park and possibly use Town Hall windows.
- **TOWN HOUSE REVITALIZATION:** (Point Person – Marilynn, Sheila, Sharon, and Jack)
- **DOWNTOWN REDEVELOPMENT:** (Point Person – Sheila, Glenna) Town Motto, branding, marketing campaign. Get the businesses involved. Business retention tactics. Small business partnership grant might be available to us. Goal to have the first meeting of NB Small Business Assoc. in October.
- **BUSINESS INVESTMENT:** (Point Person – TBT) Overall/larger view of business downtown.

New Business:

1. Marilyn suggested a meeting with QVCDC and CMRPC. She reported on the online meeting/presentation. There was a lot of good info and it would be good to have a meeting. Sheila to call CMRPC to see if we can set up.
2. In Person Meetings – we discussed resuming in-person meetings in August or September. The Police Station should be available.
3. Green Community: Marilyn shared an article on NB being funded with the Green Community grant. \$25,000 went to each town. Where did that \$\$ go?
4. The group discussed the possibility of using local college students to help with strategic goals. There is a business school at WPI and we may want to contact someone at the school to see if there may be student volunteers available. The work could possibly be done online.
5. Mass Development funding available placemaking for economic recovery.
6. MassDOT Shared streets and spaces grant program. \$5000-\$300,000. Applications accepted on a rolling basis Sept 22 and Sept 29. We would like to obtain funds from this to fix the sidewalk next to the pocket park. Sheila to fill out the application and speak with Ian about it.
7. Sheila shared a new plan/layout for the pocket park.

Homework: Sheila and Glenna to meet to work on Trail Map. There is an Eagle Scout looking for a project. Can he help with sign for trail map for pocket park? Members to think about what projects he can help with. Sue to read the strategic plan and consider working on walkable downtown.

Next Meeting: Scheduled for Monday August 3, 2020

Close of Meeting: 7:37 pm

Meeting minutes submitted by Glenna Stocks

August 4, 2020

(Approved at August 3, 2020 meeting)